

**CITY OF SEATTLE
REQUEST FOR LETTERS OF INTEREST
TO SERVE AS MONITOR OF THE
SEATTLE POLICE DEPARTMENT
August 23, 2012**

I. Introduction

The City of Seattle (City) and the United States Department of Justice (DOJ) seek qualifications from experienced individuals able to serve as a Monitor for the Seattle Police Department to oversee implementation of the Settlement Agreement and Stipulated Order of Resolution, and to provide technical advice and consultation on the related Memorandum of Understanding (together, Agreements).

II. Background

On July 27, 2012, the DOJ and the City (hereafter, Parties) filed a Settlement Agreement and Stipulated Order of Resolution (Agreement and Order) with the United States District Court for the Western District of Washington (Court). The Agreement and Order has not yet been entered by the Court. The Parties also entered into a related Memorandum of Understanding (MOU) on the same date. The Agreements are available online at <http://www.justice.gov/crt/about/spl/findsettle.php#police> and at <http://www.seattle.gov/law/rfp.htm>

III. Scope of Work

The Monitor will assess the City's compliance with the terms of the Agreement and Order, report on the status of compliance to the Parties and the Court, work with the Parties to address any barriers to compliance, and assist the Parties to informally resolve disputes or differences should they arise. The Monitor may also provide technical advice and consultation to SPD and the Community Police Commission (Commission) under the Agreements. A detailed description of the Monitor's specific duties is set forth in the Agreement and Order at ¶¶ 172-196. As you consider a response to this request for qualifications, please consider provisions in the Agreement and Order that specifically outline the Monitor's responsibilities, as well as the various substantive provisions of both Agreements.

IV. Period of Performance

Unless earlier terminated for cause, the Monitor shall serve until the termination of the Agreements. The Parties anticipate that the City will reach compliance with the Agreement and Order within five years of its Effective Date. The Parties may agree to jointly ask the Court to terminate the Agreement and Order prior to this date, provided the City has been in full compliance for two years. The Parties anticipate that the City will reach compliance with the MOU within three years of its Effective Date.

V. Selection Process

Under the Agreements, the Monitor must be agreed to by the City and the DOJ within 60 days of the entry of the order approving the Agreement and Order. The Parties intend to review the resumes and letters of interest submitted, and may interview some candidates based on those submissions or on other recommendations. Alternatively, if the Parties do not agree, they will submit names of candidates to the Court for final selection.

VI. Submission Requirements

Interested individuals may provide a resume and a letter of interest briefly describing their current or recent experience relevant to the monitoring tasks described in the Agreements. Please consider addressing the following topics in your letter of interest.

Qualifications: Experience in the following areas may be useful, although lack of experience in any of these areas will not disqualify a candidate.

- law enforcement practices including use of force, stops and detentions, non-discrimination, and community policing;
- experience managing or overseeing law enforcement personnel;
- auditing, investigating, or reviewing performance of organizations;
- experience monitoring and ensuring compliance with settlement agreements, consent decrees, or court orders;
- experience evaluating, developing, or implementing processes for supervisors and managers to oversee accountability in a large organization;
- working with government agencies, municipalities, collective bargaining units, elected officials and community members interested in policing issues;
- appearing in court as a judge, monitor, counsel or expert witness, or providing other types of testimony.

Monitoring Activities: After being selected, the Monitor will work with the Parties to develop a monitoring plan. Based on your review of the Agreements and your experiences, you may offer your ideas concerning the processes and methodology you would use to review the substantive areas of the Settlement Agreement, including SPD's use of force reporting, investigations, and supervision.

Personnel: Please describe any areas of expertise in which you may want to retain additional staff. If you know any specific individuals you would like to retain, please list their names and current position. If you have performed similar services as part of a team before, you can describe the nature and qualifications of the team members employed.

Submissions should be made electronically by September 10, 5:00 p.m. PST to the following e-mail addresses: Jean.Boler@seattle.gov, Sara.OConnor-Kriss@seattle.gov, Michael.Diaz@usdoj.gov, and Michelle.Leung@usdoj.gov.